

## **MINUTES – Board Meeting**

**Thursday, August 13, 2020**

Video Conference

The Education Standards and Practices Board (ESPB) meeting was called to order at 8:00am by Chair Carly Retterath. Board members present by video conference were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, Brenda Tufte, and Superintendent Kirsten Baesler.

Board members Mike McNeff, Andrea Fox, and Ben Johnson were absent.

Also present were ESPB Executive Director Rebecca Pitkin, Assistant Director Mari Riehl and Amy Bigelow from ESPB, Allyson Hicks from Attorney General's Office, Dana Hillius from NDUnited, Lisa Johnson from University Systems, Maria Neset from Governor's Office, Tanijo Schuster, and Emily Testa. Joe Kolosky from DPI joined at 8:57am.

Introductions were held.

**Additions/Changes to the Agenda** – Additions to the agenda include cases for Bradley Ambrosius, Kyle Cummings, Nevada Allen, and Lissa Bishop, Administrative Subcommittee case for John Barry, disability waivers for Jill Schwan and Carrie Bolstad and letters from two individuals requesting removal of late fees. Brenda Tufte made motion to accept the agenda as amended. Seconded by Jessica Rush. All voted in favor, none opposed. Motion carried

**Motion to Ratify June and July Licensure List** – Kathy Lentz moved to ratify the licensure lists. Motion seconded by Patti Stedman. All voted in favor, none opposed. Motion carried.

### **CASES**

**Steele, Eric** – Mr. Steele's file was reviewed by the Board due to a self-disclosed background offense. Kathy Lentz moved to issue the license. Motion seconded by Jessica Rush. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Ronningen, Brandt** – Mr. Ronningen's file was reviewed by the Board due to a self-disclosed background offense. Bob Toso made motion to issue Mr. Ronningen's license. Motion seconded by Brenda Tufte. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Testa, Emily** – Ms. Testa's file was reviewed by the Board due to a self-disclosed background offense. Patti Stedman made motion to issue a conditional license for 1 year, with a new background check and requirement for her to self-report any subsequent offenses. Motion seconded by Kathy Lentz. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Schuster, Tani Jo** – At the November 2019 meeting, the Board voted to deny Ms. Schuster's application for a license at that time due to her self-disclosed background

offenses and said she could reapply in August 2020. Ms. Schuster has submitted a new application for renewal. Bob Toso made motion to grant Ms. Schuster's application for a license. Motion seconded by Brenda Tufte. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Serfling, Amber** – Ms. Serfling's file was reviewed by the Board due to a self-disclosed background offense. Bob Toso made a motion to grant Ms. Serfling's license. Motion seconded by Jessica Rush. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Pierce, Katlin** – Ms. Pierce's file was reviewed by the Board due to a self-disclosed background offense. Brenda Tufte made a motion to grant Ms. Pierce's license. Motion seconded by Joshua Standing Elk. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Gadberry, Olivia** – Ms. Gadberry's file was reviewed by the Board due to a self-disclosed background offense. Patti Stedman made a motion to grant Ms. Gadberry's license. Motion seconded by Lentz. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Gladback, Megan** – Ms. Gladback's application was reviewed by the Board due to self-disclosed background offenses. Patti Stedman made motion to approve Ms. Gladback application for a license. Motion seconded by Kathy Lentz. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Ambrosius, Bradley** – Mr. Ambrosius's file was reviewed by the Board after he self-disclosed a background offense on his application for renewal. Kathy Lentz made a motion to approve Mr. Ambrosius's application for renewal. Motion seconded by Patti Stedman. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Cummings, Kyle** – Mr. Cummings's file was reviewed by the Board due to a self-disclosed background offense. Bob Toso motioned to approve Mr. Cummings's application for renewal. Motion seconded by Brenda Tufte. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

August 2020

Page 3

**Allen, Nevada** – Ms. Allen’s file was reviewed by the Board after she self-disclosed a new background offense on her application for renewal. Patti Stedman made a motion to approve Ms. Allen’s application. Motion seconded by Jessica Rush. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Bishop, Lissa** – Ms. Bishop’s file was reviewed by the Board after she self-disclosed a new background offense on her application for licensure. Brenda Tufte made a motion to approve Ms. Bishop’s application. Motion seconded by Jessica Rush. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Carly Retterath, acting Administrative Subcommittee Chair, called the meeting of the Administrative Subcommittee to order.

**ADMINISTRATIVE CASES** – Reviewed by the Administrative Subcommittee of the Education Standards and Practices Board. Administrative Subcommittee members present were Kathy Lentz, Carly Retterath, Patti Stedman, and Bob Toso.

**Baesler, Terry** – At the June 2020 meeting, the Board motioned to file a Request for Inquiry on Mr. Baesler for placing an unlicensed teacher in the classroom. The teacher does now have a valid license. Kathy Lentz made a motion to fine Mr. Baesler \$250. Motion seconded by Patti Stedman. Administrative Subcommittee members who voted yes were Kathy Lentz, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

**Quamme, Julie** – At the June 2020 meeting, the Board motioned to file a Request for Inquiry on Ms. Quamme for placing an unlicensed teacher in the classroom. Patti Stedman made a motion to fine Ms. Quamme \$250. Motion seconded by Bob Toso. Administrative Subcommittee members who voted yes were Kathy Lentz, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

**Barry, John** – Mr. Barry’s file was reviewed by the Administrative Subcommittee after a Request for Inquiry was received. Patti Stedman made motion to table the case until the outcome of Mr. Barry’s appeal. Motion seconded by Bob Toso. Administrative Subcommittee members who voted yes were Kathy Lentz, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

The Administrative Subcommittee adjourned at 8:38am.

**Substitute Licenses** – During this unprecedented time, ESPB is aware that the need for substitute teachers will be different. Under the Governor’s declared state of emergency, we do have the opportunity to ask the Governor to waive rules as he feels

necessary. The Board will need to determine if there is a real need before we ask for this consideration. This does not allow the creation new sections of law, but can determine that if a shortage would happen, the areas we would consider suspending. The Governor will ask if ESPB has a way to resolve this problem without waiving laws and rules. If not, it will need to be identified what areas are causing the most issue.

Some things to consider for the future include:

- There may be an option to offer a provisional license with a ND record check (no fingerprints), when an individual can't be fingerprinted.
- Option for a type of license for pre-service teachers who have completed everything except student teaching. Collaboration with universities could be possible, that if student teachers are allowed to be full-time in the classroom, they could possibly be observed.
- Flexibility of allowing paraprofessional to substitute teach, when teachers may need to be gone for an extended period of time. Clarification on paraprofessionals needs further development.
- Possible waiver of the 10-day restriction may be an option, for an individual who is substitute teaching in a classroom where the teacher needs to quarantine for 14 days or more.
- Allowing retired teachers to return to teaching. It would need to be determined how this would affect their retirement with TFFR.

Attorney Allyson Hicks reminded the Board that once the state of emergency ends, all executive orders end. To date, some executive orders have lapsed or been rescinded.

One of the non-negotiables for the Board is that every person who has unsupervised contact with students is that they have a full background check before they are allowed in the classroom.

**June Minutes, June and July License and Financial Reports** – The June 2020 financial report showed \$203,477.04 in total income received, \$113,250.91 in total expenses, with a net income of \$90,226.13. It is noted that income for June 2020 includes a 5% administrative fee received from Teacher Support System. The June 2020 licensure report documented 967 items issued. This number includes background checks, endorsements, late fees, and application fees.

The July 2020 financial report showed \$88,430.46 in total income received, \$73,315.54 in total expenses, with a net income of \$15,114.92. The July 2020 licensure report documented 1034 items issued. This number includes background checks, endorsements, late fees, and application fees.

All voted in favor of accepting the June and July license and financial reports, none opposed. Motion carried.

**2020-2021 Election of Officers** – Bob Toso motioned to nominate Carly Retterath as Board Chair. Motion seconded by Brenda Tufte. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Patti Stedman motioned to nominate Brenda Tufte as Vice Chair. Motion seconded by Jessica Rush. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Disability Waiver Requests –**

- **Haak, Paulina** – Brenda Tufte made a motion to grant Paulina Haak’s license under the disability waive. Motion seconded by Jessica Rush. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.
- **Schwan, Jill** – Jessica Rush made motion to extend Ms. Schwan’s license expiration date to allow her to take the required tests a 3<sup>rd</sup> time, in accordance with the waiver requirements. Motion seconded by Patti Stedman. Board members who voted in agreement were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.
- **Bolstad, Carrie** – Bob Toso motioned to grant Ms. Bolstad’s request for a disability waiver and issue her license. Motion seconded by Brenda Tufte. Board members who voted in favor were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Request to Remove Late Fees –**

- **Wangen, John** – Patti Stedman made a motion to refund the late fee. Seconded by Kathy Lentz. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.
- **Tschida, Brittany** – Brenda Tufte made motion to waive late fee. Seconded by Jessica Rush. Board members who voted yes were Kathy Lentz, Carly Retterath, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Director’s Report** – Georgia Department of Education and their representative from Educational Testing Service has met with ESPB to learn more about the collaborative process between ESPB and NDACTE to adopt new Core Praxis scores. Joint Boards meeting this year will be held virtually and ESPB is not scheduled to present.

**Year in Review and The Year Ahead** – Becky reviewed the non-negotiables that guided the Board through the 2019-2020 year

- We will keep the best interest of students a priority
- Commitment to keeping excellence in the profession
- Seriously consider suggestions and input from experts and stakeholders
- Decisions will not be made based on money

As a whole, satisfaction survey results from December 2019 to June 2020 have been very positive. Becky also reviewed the Board case database that has been developed to look at the types of cases the Board reviews. She pointed out there have been fewer cases overall since March 2020. This is most likely due to COVID.

An accreditation visit was completed remotely for Mayville State University in April 2020. Upcoming accreditation visits in 2020 and 2021 include:

- University of Jamestown – November 2020
- University of Mary – February 2021
- Trinity Bible College – April 2021

ESPB accomplishments from 2019-2020 include:

- Review and update of computer science and science standards
- Administrative Rules review
- School Psychologist rules

Moving forward:

- Determine retention rate of National Board Certified Teachers. Work on continued funding.
- Continue sharing Model Code of Ethics for Educators with school districts
- Host Model Code of Ethics workshop.
- Continue initiative regarding a tribal cohort for Teacher Support System
- Educators Rising

COVID-19 Challenges:

- Pre-service teaching for fall
- Other placements
- Testing
- Remote work

**Administrative Rules** – The Board was provided with an overview of the Administrative Rules updates. Our hearing on these rules is scheduled for September 15, 2020.

**Teacher Support System Budget** – This item will be moved to next month.

**Teacher Support System** – As of August 11, TSS has 335 first-year teachers enrolled in the mentoring program. This is 75 more first-year teachers than they were able to support last year.

Four new groups of mentors have been trained in the newly developed online training format. Two more groups of new mentors will be trained in September. There are currently 40 individuals signed up for the September session, with an anticipated 40 additional mentors to register.

Virtual Instructional Coaches Academies will be led by Learning Forward consultants. There are currently 60 applicants for this across the state.

### **Board Member Reports**

**NDACTE** – Polling universities to see if they would accept the dual credit high school level Introduction to Teaching course. NDACTE has not met since the last ESPB meeting.

**Association of Non-Public Schools** – Has not met since last meeting.

**Association of School Administrators** – NDCEL held bootcamp for new administrators last week.

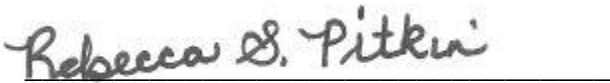
**School Boards Association** – Having conference in October and as of now, it is scheduled to be face-to-face. SBA will be holding a meeting next week to discuss, and the face-to-face format could change.

**NDUnited** – Noting to report.

**DPI** – Full-go with school restart. Working to collect COVID Coordinator leads for each school district. Have hired a team that will help if/when an outbreak occurs.

The meeting was adjourned at 10:28.

  
Chair

  
Secretary/Executive Director